



Maryland Department of Budget & Management

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Office of the Secretary

ROBERT L. EHRLICH, JR.
Governor

MICHAEL S. STEELE
Lieutenant Governor

JAMES C. DIPAULA
Secretary

MEMORANDUM

June 27, 2003

TO: Cabinet Secretaries

FROM: James C. DiPaula

RE: Telework Report to the Oversight Committee on Personnel, House Appropriations Committee

The Oversight Committee on Personnel of the House Appropriations Committee considered HB 768 – Teleworking - Pilot Program and Task Force during the 2003 Legislative Session. Although this bill received an unfavorable report, Delegate George Edwards has asked DBM to report on the effectiveness of the current telework policies and programs of the State.

We have developed the attached questionnaire to collect the necessary information for this report. Each agency should have a designated Telework Coordinator. Please submit the completed questionnaire, along with the contact information of your designated Telework Coordinator by August 15, 2003.

Additionally, feel free to include any information that is important to ascertain the effectiveness of the State's telework programs. All information should be sent to Ms. Leslie Buchman, State Telework Coordinator, DBM, Office of Personnel Services and Benefits, 301 W. Preston Street, Room 609, Baltimore, Maryland 21201. Any questions may also be directed to Ms. Buchman at (410) 767-4718.

Thank you for your cooperation in this matter.

cc: Andrea Fulton
Agency Personnel Directors